



Toll Free Phone and Fax Number 1-877-4-EZ-NTOS (877-439-6867)

NOTICE TO OWNER REQUEST FORM

Please fill in as much as possible to Avoid Research Fees

About Your Company			
Company Name:		Phone:	
Contact Person:		Fax:	
Street Address:			
City:	State:	Zip:	
Email:			
I Prefer to receive copies of my documents and receipts via: E-mail or Fax			
About the Job (The physical location you completed the work)			
Project / Job Name:			
Physical Address:			
City:	State:	Zip:	
Legal Description:			
County:			
Describe Work Performed:			
Start Date:		End Date (if known):	
Notice of Commencement Doc #:			
Permit #:		Folio/Parcel#:	
Who Was Your Direct Contract With			
Individual or Company Name:			
Mailing Address:			Phone #:
City:	State:	Zip:	
Are they the :	Owner	General Contractor	Subcontractor
Who Was The General Contractor On The Job? (write same as above if applicable)			
Individual or Company Name:			
Mailing Address:			Phone #:
City:	State:	Zip:	
Please Use The Space Below For Any Additional Info or Parties You Would Like NTO's Sent			



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NOTICE TO OWNER REQUEST FORM – continued

Services Please initial next to your selection		Pricing
	Notice to Owner- Standard <ul style="list-style-type: none"> • You complete the NTO Request form completely. • We prepare the NTO's to those on the Notice of Commencement and send them out within 48 hours via certified trackable US mail • Electronic Return Receipt Included in Price! 	\$25 plus postage per NTO
	Notice to Owner- Researched <ul style="list-style-type: none"> • NTO Standard PLUS we do all of the research for you and ensure the information is accurate. • Copies sent to all owners, lenders, and contractors • Electronic Return Receipt Included in Price! 	\$40 plus postage per NTO
	Notice to Owner – Rush Delivery <ul style="list-style-type: none"> • NTO Standard WITH guarantee of next day delivery if request is received by 2pm EST 	\$35 plus Express US Mail Postage Fees
Who Referred You?		How Did you Hear About Us?

By signing below and submitting this form, you are hereby requesting EZ NTO LLC to act as an authorized agent on your behalf to prepare and attempt to serve a Notice to Owner based on the information provided above and the information obtained using the information provided above. By submitting this request, you agree to the terms as listed on the most recently posted Customer Service Agreement displayed on www.eznto.com. In addition to those terms you specifically agree to the following:

1. You agree to waive all claims against EZ NTO LLC for damages and/or loss which may be caused by an act of negligence, mistakes and/or in advertence committed by EZ NTO LLC, its officers, or employees for damages and/or loss in the connection with preparing and forwarding of Notice to Owner(s) on your behalf. You further assume the risk of all acts associated with the filing, recording, and/or service of the requested Notice to Owner, and waive any and all rights and remedies at law or in equity it may have for breach of this agreement with EZ NTO LLC. You agree that you and/or your company, has provided the services/materials described in this request under the "Type of Work Performed" section, that you and/or your company provided these services/materials at the specific job site address listed on this request, and that your and/or your company is still owed money for the services/materials your provided at the specified address. It is understood that in the event no Notice of Commencement has been filed, the Notice to Owner will be prepared based solely on the information provided by customer. Any liability, which might arise from this request, will be limited to the cost of the Notice to Owner, not to exceed \$100.00. EZ NTO LLC is not responsible for wrong addresses, typos, lost/misdirected/delayed mail.

FURTHERMORE YOU RECOGNIZE THAT EZ NTO LLC, AND ITS OFFICERS AND/OR EMPLOYEES ARE NOT ENGAGED IN RENDERING LEGAL ADVICE OR PROVIDING LEGAL SERVICES. IF YOU HAVE ANY QUESTIONS OR CONCERNS YOU SHOULD SEEK THE SERVICES OF A QUALIFIED LEGAL PROFESSIONAL BEFORE SUBMITTING YOUR REQUEST. BY SUBMITTING YOUR REQUEST YOU ACKNOWLEDGE THAT YOU HAVE HAD THE RIGHT AND OPPORTUNITY TO CONSULT WITH A QUALIFIED LEGAL PROFESSIONAL, AND THAT A FAILURE TO DO SO IS NOT THE RESPONSIBILITY OF EZ NTO LLC.

Signature

Date



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NOTICE TO OWNER REQUEST FORM- continued

CREDIT CARD AUTHORIZATION

By filling out this form, and faxing to the number listed below, you authorize EZ NTO LLC to use the following credit card information as payment for the amount listed below.

Credit Card Type:	
Credit Card Number:	
Credit Card Expiration Date:	
Credit Card Security Code (3 digits on back of card for Visa/MC, 4 digits on front for AMEX):	
Full Name on Card:	
Project Name:	
Amount Authorized:	
Signature	Date

FAX YOUR COMPLETED REQUEST TO OUR TOLL FREE FAX AT 1-877-439-6867
You may send multiple NTO request forms in with one payment authorization.